



**WEST VIRGINIA**

**Infrastructure & Jobs Development Council**

**APPROVED**

A meeting of the West Virginia Infrastructure and Jobs Development Technical Review and Funding Committee was held **Tuesday, February 21, 2023, beginning at 9:30 a.m.** in the Infrastructure & Jobs Development Council Public Hearing Room at 1009 Bullitt Street, Charleston, West Virginia.

**Voting Members that were present:**

**Quorum** A quorum was constituted of the following members present:

**Chair** Marie Prezioso, WV Water Development Authority

**Voting Members in person:**

Erica Boggess, WV Housing Development Authority  
Kathy Emery, WV Department of Environmental Protection  
Jonathan Fowler, WV Public Service Commission  
Meredith Vance, WV Bureau for Public Health

**Voting Members not present:**

Kris Warner, WV Economic Development Authority

**Invitees present or via phone:**

Janna Lowery, USDA  
Jason Billups, WV DEP  
Christopher Thomas, WV BPH  
Roger Earle, WV DEP – Abandoned Mine Lands  
Ben Clemente, US ACE

**Invitees not present:**

Tracy Rowan, US Economic Development Authority  
Sherry Risk, SCBG  
James Bush, WV ARC

**Others in attendance:**

Wayne Morgan, WV Infrastructure & Jobs Development Council  
Rachel Hill, WV Infrastructure & Jobs Development Council  
Samme Gee, Jackson Kelly PLLC  
Brad Sergent, WV Water Development Authority  
Joel Davis, MOVRC  
Luke Peters, MOVRC  
Officer PE Boehm, Capitol Police  
Julie Merow, Jackson Kelly PLLC  
Dan Ferrell, Thrasher Group  
Steve Haynes, Thrasher Group  
Ryan Holcomb, Thrasher Group  
Clay Riley, Thrasher Group  
David, Altizer, Thompson and Litton

James Musgrove, Town of West Union  
Douglas Cox, Town of West Union  
Robert Riggs, Mayor of Pennsboro  
William Mahoney, Pennsboro City Council  
Ryan Hawk, CEC  
Eleni Knight, CEC  
Olivia Panella, CEC  
Matt Fluharty, CEC  
Delores W. Cook, Citizen  
Ronny Justice, Citizen  
Paul Ghosh, Ghosh Engineers, Inc.  
Kenneth Chambers, Ghosh Engineers, Inc.  
Dixie Kellmeyer, Griffith and Associates  
Brian Bracey, Huntington Sanitary Board  
Steve Williams, Mayor of Huntington  
Wesley Leek, Huntington Sanitary Board  
Pat Taylor, Huntington Water Quality Board  
Tim Meeks, TSM Consulting  
Denise Pauley, G-Corporation  
George Eidel, Doddridge County EMA

**Others in attendance by phone:**

Mike Duminiak, WV Infrastructure & Jobs Development Council  
Elizabeth Smith-Atkinson, WV Infrastructure & Jobs Development Council  
Doug Smith, Thrasher Group  
Ben Ernstine, BHP  
Rick Roberts, EL Robinson  
Carrie Wallace – Region 7  
Kristin Stolipher – Charles Town Utility Board, GM  
Shane Whitehair– Region 7

**Call to Order** Chair Maire Prezioso called the meeting to order and noted a quorum was present.

**Approval of Minutes** Chair Marie Prezioso asked for approval of the draft minutes of **January 24, 2023**. Erica Boggess moved for approval and Jonathan Fowler customers seconded the motion. The motion passed.

**SEWER PROJECTS**

**Buffalo Creek PSD Curtis Extension, 28 customers (new application)** **2022S-2307**

Jason Billups described the request, and it is technically feasible.

The Technical Review and Funding Committee recommends the Buffalo Creek PSD be tabled until the next funding committee meeting.

Kathy Emery moved that the recommendation be approved, Jonathan Fowler seconded the motion. The motion passed.

**Carpendale, Town of -System Improvements (funding change)** **2021S-2037**

Wayne Morgan described the request.

The Technical Review and Funding Committee recommends the Town of Carpendale be tabled until the next

funding committee meeting.

Kathy Emery moved that the recommendation be approved, Jonathan Fowler seconded the motion.  
The motion passed.

**Charles Town, City of-Sys Improvements I (scope, cost, and funding change) 2021S-2041**  
Wayne Morgan described the request, and it is technically feasible.

The Technical Review and Funding Committee recommends the City of Charles Town pursue a \$2,844,984 CWSRF Loan (0.5%, 40 yrs., 0.25% AF), a \$216,016 CWSRF Loan (3%, 20 yrs., 0.25% AF), a \$500,000 CWSRF Green Principal Forgiveness Loan, a \$2,000,000 CTUB Capacity Improvement Fee, a \$919,000 CTUB Working Capital Contribution, a \$150,000 Charles Town ARPA Grant, and a \$1,620,000 WDA EEGF for an estimated project cost of \$8,250,000.

Kathy Emery moved that the recommendation be approved, Jonathan Fowler seconded the motion.  
The motion passed.

**Davy, Town of-Repl Abandoned System (new application) 2022S-2290**  
Jason Billups described the request, and it is technically feasible.

The Technical Review and Funding Committee recommend the Town of Davy be tabled until the next funding committee meeting.

Kathy Emery moved that the recommendation be approved, Jonathan Fowler seconded the motion.  
The motion passed.

**Grafton, City of-Sys Improvements I (scope, cost, and funding change) 2021S-1934**  
Wayne Morgan described the request, and it is technically feasible.

The Technical Review and Funding Committee recommends the Town of Grafton pursue a \$3,000,000 CDS Grant, a \$600,000 CDS Match Grant, a \$1,000,000 USDA Grant, a \$4,900,000 USDA Loan (1.25%, 40 yrs.), and a \$500,000 IJDC Grant for an estimated project cost of \$10,000,000.

Kathy Emery moved that the recommendation be approved, Jonathan Fowler seconded the motion.  
The motion passed.

**Huntington, City of-13th St. PS Improvements (new application) 2022S-2302**  
Jason Billups described the request, and it is technically feasible.

The Technical Review and Funding Committee recommends the City of Huntington pursue a \$2,000,000 CWSRF Principal Forgiveness Loan, a \$500,000 CWSRF Green Forgiveness Loan, a \$11,000,000 CWSRF Loan (0.5%, 40 yrs., 0.25% AF), a \$5,000,000 WDA EEGF, and a \$1,000,000 IJDC Grant for an estimated project cost of \$19,500,000.

Kathy Emery moved that the recommendation be approved, Jonathan Fowler seconded the motion.  
The motion passed.

**Huntington, City of- 4th St PS Improvements (new application) 2022S-2303**  
Jason Billups described the request, and it is technically feasible.

The Technical Review and Funding Committee recommends the City of Huntington pursue a \$2,000,000 CWSRF Principal Forgiveness Loan, a \$500,000 CWSRF Green Forgiveness Loan, a \$11,000,000 CWSRF

Loan (0.5%, 40 yrs., 0.25% AF), a \$1,000,000 WDA EEGF, and a \$1,000,000 IJDC Grant for an estimated project cost of \$15,500,000.

Kathy Emery moved that the recommendation be approved, Jonathan Fowler seconded the motion.  
The motion passed.

**Huntington, City of-Rt 10 Ext, 467 customers (new application) 2020S-2304**

Jason Billups described the request, and it is technically feasible.

The Technical Review and Funding Committee recommends the City of Huntington pursue a \$2,000,000 CWSRF Principal Forgiveness Loan, a \$7,000,000 CWSRF Loan (0.5%, 40 yrs., 0.25%), a \$1,500,000 WDA EEGF, a \$1,000,000 Cabell County ARPA Grant, a \$500,000 Cabell County BOE Grant, and a \$1,000,000 IJDC Grant for an estimated project cost of \$13,000,000.

Kathy Emery moved that the recommendation be approved, Jonathan Fowler seconded the motion.  
The motion passed.

**Huntington, City of- Backflow Prevention at Outfalls Replacement (new application) 2022S-2305**

Jason Billups described the request, and it is technically feasible.

The Technical Review and Funding Committee recommends the City of Huntington pursue a \$6,358,000 Congressionally Directed Spending (CDS) Grant, a \$1,272,000 CDS Match, and a \$870,000 CWSRF Principal Forgiveness Loan for an estimated project cost of \$8,500,000.

Kathy Emery moved that the recommendation be approved, Jonathan Fowler seconded the motion.  
The motion passed.

**Ravenswood, City of-Jackson Co Ind Park Ext (new application) 2022S-2292**

Jason Billups described the request, and it is technically feasible.

The TR&FC recommends the City of Ravenswood pursue a \$2,000,000 Jackson County Commission ARPA Grant, and a \$17,940,300 WDA EEGF for an estimate project cost of \$19,940,300; and is an "Emergency Project" per 31-15a-2(h) essential to immediate economic development.

Kathy Emery moved that the recommendation be approved, Jonathan Fowler seconded the motion.  
The motion passed.

**Sophia, Town of-WWTP Improvements (scope, cost, and funding change) 2016S-1658**

Jason Billups described the request, and it is technically feasible.

The Technical Review and Funding Committee recommends the Town of Sophia be tabled until the next funding committee meeting.

Kathy Emery moved that the recommendation be approved, Jonathan Fowler seconded the motion.  
The motion passed.

**Walton PSD-Sewer System (cost and funding change) 2018S-1736**

Wayne Morgan described the request.

The Technical Review and Funding Committee recommends the Walton PSD pursue a \$2,000,000 ARC Grant, a \$2,000,000 CDBG, a \$4,265,000 CWSRF (Green) Principal Forgiveness Loan, and a \$1,000,000 IJDC Grant for an estimated project cost of \$9,265,000.

Kathy Emery moved that the recommendation be approved, Jonathan Fowler seconded the motion.  
The motion passed.

**Wayne, Town of-System Improvements (tabled application)** **2022S-2281**  
Jason Billups described the request, and it is technically feasible

The Technical Review and Funding Committee recommends the Town of Wayne be returned.

Kathy Emery moved that the recommendation be approved, Jonathan Fowler seconded the motion.  
The motion passed.

## **WATER PROJECTS**

**Berkeley County PSD-Bunker Hill WTP Improvements (new application)** **2022W-2252**  
Meredith Vance described the request, and it is technically feasible.

The Technical Review and Funding Committee recommends the Berkeley County PSD pursue a \$56,906,405 DWTRF Loan (2.5%, 20 yrs., 0.25% AF), a 3,875,000 Berkeley County PSD Contribution, and a \$4,218,595 WDA EEGF for an estimated project cost of \$65,000,000.

Meredith Vance moved that the recommendation be approved, Jonathan Fowler seconded the motion.  
The motion passed.

**Cairo, Town of-Sys Improvements (cost and funding change)** **2021W-1953**  
Marie Prezioso described the request.

The Technical Review and Funding Committee recommends the Town of Cairo pursue \$2,275,000 Section 219 US ACE Grant, \$750,000 Congressional Directed Spending Match Grant, \$100,000 Ritchie ARPA Grant, \$901,750 IJDC Grant for an estimated project cost of \$4,026,750. WDA GAN \$367,250 (to be paid back at closing on construction).

Meredith Vance moved that the recommendation be approved, Kathy Emery seconded the motion.  
The motion passed.

**Farmington, Town of-Distribution System Improvements (cost and funding change)** **2020W-1911**  
Wayne Morgan described the request.

The Technical Review and Funding Committee recommends the Town of Farmington pursue a \$700,000 DWTRF Debt Forgiveness Loan, a \$800,000 DWTRF Loan (1.25%, 40 yrs., 0.25% AF), a \$1,200,000 WDAEEGF, and a \$500,000 IJDC Grant for an estimated project cost of \$3,200,000.

Meredith Vance moved that the recommendation be approved, Jonathan Fowler seconded the motion.  
The motion passed.

**Huttonsville PSD- Repl 18-inch transmission main (new application)** **2023W-2312**  
Meredith Vance described the request, and it is technically feasible.

The Technical Review and Funding Committee recommend Huttonsville PSD pursue a \$2,400,000 DWTRF Principal Forgiveness Loan.

Meredith Vance moved that the recommendation be approved, Jonathan Fowler seconded the motion.  
The motion passed.

**Junior, Town of-Sys Improvements I (cost and funding change)**

**2021W-1998**

Wayne Morgan described the request.

The Technical Review and Funding Committee recommends the Town of Junior pursue a \$1,395,000 USDA Grant, a \$475,000 USDA Loan (1.5%, 40 yrs.), and a \$1,000,000 IJDC Grant for an estimated project cost of \$2,870,000.

Meredith Vance moved that the recommendation be approved, Kathy Emery seconded the motion.  
The motion passed.

**Lewis County EDA-Oil Ck Extension, 232 customer (cost and funding change)**

**2016W-1630**

Wayne Morgan described the request.

The Technical Review and Funding Committee recommends the Lewis County EDA pursue a \$2,000,000 CDBG, a \$2,000,000 WDA EEGF, a \$499,296 WV American Water Contribution, a \$100,000 local contribution, a \$500,000 IJDC Grant and a \$5,177,783 IJDC Loan (2%, 30 yrs.) for an estimated project cost of \$10,277,079.

Meredith Vance moved that the recommendation be approved, Kathy Emery seconded the motion.  
The motion passed.

**Mason County PSD-Crab Creek WTP Improvements (new application)**

**2022W-2235**

Meredith Vance described the request, and it is technically feasible.

The Technical Review and Funding Committee recommends the Mason County PSD pursue a \$500,000 DWTRF Principal Forgiveness Loan, and a \$3,378,000 DWTRF Loan (3%, 20 yrs., 0.25% AF) for an estimated project cost of \$3,878,000.

Meredith Vance moved that the recommendation be approved, Kathy Emery seconded the motion.  
The motion passed.

**Parsons, City of-Sys Improvements (new application)**

**2023W-2308**

Meredith Vance described the request, and it is technically feasible.

The Technical Review and Funding Committee recommends the City of Parsons pursue a \$1,000,000 DWTRF Principal Forgiveness Loan, a \$2,484,000 DWTRF Loan (2%, 30 yrs., 0.25% AF), and a \$500,000 IJDC Grant for an estimated project cost of \$3,984,000.

Meredith Vance moved that the recommendation be approved, Jonathan Fowler seconded the motion.  
The motion passed.

**Pocahontas County PSD-Thornwood extension, 59 customers (funding change)**

**2021W-2039**

Wayne Morgan described the request.

The Technical Review and Funding Committee recommends the Pocahontas County PSD pursue a \$2,000,000 CDBG, \$200,000 Pocahontas County Commission Grant (committed), a \$500,000 IJDC Grant, and a \$581,766 IJDC Loan (2%, 30 yrs.) for an estimated project cost of \$3,281,766.

Meredith Vance moved that the recommendation be approved, Kathy Emery seconded the motion.  
The motion passed.

**Preston County No. 1-Masontown Interconnection (updated application) 2022W-2265**

Meredith Vance described the request, and it is technically feasible.

The Technical Review and Funding Committee recommends the Preston County PSD 1 pursue a \$670,000 Preston County ARPA Grant, a \$646,000 Congressionally Directed Spending (CDS) Grant, a \$129,000 CDS Match and a \$955,000 IJDC Grant for an estimated project cost of \$2,400,000.

Meredith Vance moved that the recommendation be approved, Jonathan Fowler seconded the motion. The motion passed.

**Southern Jackson County PSD-Statts Mills Rd Ext, 35 customers (new application) 2022W-2291**

Meredith Vance described the request, and it is technically feasible.

The Technical Review and Funding Committee recommends the Southern Jackson County PSD pursue a \$1,600,000 US ACE, and a \$500,000 IJDC Grant for an estimated project cost of \$2,100,000.

Meredith Vance moved that the recommendation be approved, Jonathan Fowler seconded the motion. The motion passed.

**Spencer, City of-Sys Improvements (new application) 2022W-2293**

Meredith Vance described the request, and it is technically feasible.

The Technical Review and Funding committee recommends the City of Spencer pursue a \$1,495,000 US ACE, a \$250,000 Roane County Commission ARPA Grant and a \$400,000 IJDC Grant for an estimated project cost of \$2,145,000.

Meredith Vance moved that the recommendation be approved, Kathy Emery seconded the motion. The motion passed.

**Tomlinson PSD-Newell Improvements (cost and funding change) 2021W-1982**

Wayne Morgan described the request.

The Technical Review and Funding Committee recommends the Tomlinson PSD pursue a \$3,150,000 DWTRF Loan (1%, 40 yrs., 0.25 AF), \$2,360,488 DWTRF Principal Forgiveness, \$50,000 Hancock County Commission Grant, a \$1,500,000 WDA EEGF, \$1,500,000 US ACE Grant 571, a \$5,000,000 IJDC Distressed Utilities Grant, \$500,000 IJDC Grant for an estimated project cost of \$14,060,488.

Meredith Vance moved that the recommendation be approved, Jonathan Fowler seconded the motion. The motion passed.

**Walton PSD-Camp Sheppard Ext, 26 customers (cost and funding change) 2015W-1564**

Wayne Morgan described the request.

The Technical Review and Funding Committee recommends the Walton PSD pursue a \$2,000,000 ARC Grant, a \$1,300,000 US ACE Grant, a \$261,000 Roane County ARPA Grant, a \$260,000 WDA EEGF, and a \$500,000 IJDC Grant for an estimated project cost of \$4,321,000.

Meredith Vance moved that the recommendation be approved, Kathy Emery seconded the motion. The motion passed.

## **BINDING COMMITMENT REQUESTS**

### **Bradley PSD-W Raleigh Ext, 134 customers (soft cost binding commitment) 2020S-1884**

Wayne Morgan described the request.

The Technical Review and Funding Committee recommends Bradley PSD receive a \$80,000 IJDC Soft Cost Grant Binding Commitment.

Kathy Emery moved that the recommendation be approved, Jonathan Fowler seconded the motion. The motion passed.

### **Buffalo Creek PSD-Taplin/Rita Replacement (binding commitment extension) 2018S-1752**

Wayne Morgan described the request.

The Technical Review and Funding Committee recommend the Buffalo Creek PSD Taplin/Rita Collection System Improvements project receives a binding commitment extension until July 15, 2023.

Kathy Emery moved that the recommendation be approved, Jonathan Fowler seconded the motion. The motion passed.

### **Claywood Park PSD-Sprg Val. (HOA to Dist.) Sys Imprv 105 cust (binding commitment)2018S-1733**

Wayne Morgan described the request.

The Technical Review and Funding Committee recommends Claywood Park PSD receive a \$500,000 IJDC Grant binding commitment transferred from loan funds.

Kathy Emery moved that the recommendation be approved, Jonathan Fowler seconded the motion. The motion passed.

### **Elizabeth, Town of-Rt 14 Step II (binding commitment) 2022W-2129**

Wayne Morgan described the request.

The Technical Review and Funding Committee recommends the Town of Elizabeth receive a \$785,000 IJDC Grant Binding Commitment transferred from loan funds.

Meredith Vance moved that the recommendation be approved, Jonathan Fowler seconded the motion. The motion passed.

### **Mountain Top PSD-System Improvements (funding change & binding commitment) 2021W-2016**

Wayne Morgan described the request.

The Technical Review and Funding Committee recommends the Mountain Top PSD pursue a \$1,120,000 WDAEEGF, a \$150,000 Grant County ARPA Grant, a \$150,000 Mineral County ARPA Grant, a \$1,000,000 IJDC Grant, and a \$3,180,000 IJDC Loan (1%, 40 yrs.) for an estimated project cost of \$5,600,000; and receive an IJDC binding commitment for a \$1,000,000 IJDC Grant transferred from loan funds and a \$3,180,000 IJDC Loan (1%, 40 yrs.).

Meredith Vance moved that the recommendation be approved, Jonathan Fowler seconded the motion. The motion passed.

### **Pocahontas County PSD - Headworks (funding change and updated binding commitment)2021S-2034**

Wayne Morgan described the request.



The Technical Review and Funding Committee recommends the Pocahontas County PSD pursue a \$1,000,000 WDA EEGF, a \$1,000,000 IJDC Grant, and a \$1,409.080 IJDC Loan (1%, 40 yrs.) for and estimated project cost of \$3,409,080; and replace its existing binding commitment with a \$1,000,000 IJDC Grant and \$1,409,000 IJDC Loan (1%, 40 yrs.) binding commitment.

Kathy Emery moved that the recommendation be approved, Jonathan Fowler seconded the motion.  
The motion passed.

**Thomas, City of-CN Tucker Co HS Tank req (new application and cont. binding com) 2023W-2335**  
Wayne Morgan described the request.

The Technical Review and Funding Committee recommends the City of Thomas be tabled/deferred until the next council meeting on March 1<sup>st</sup>.

Meredith Vance moved that the recommendation be approved, Jonathan Fowler seconded the motion.  
The motion passed.

**Weirton, City of-WTP Improvements (cost and funding change/binding commitment) 2019W-1795**  
Wayne Morgan described the request.

The Technical Review and Funding Committee recommends the City of Weirton pursue a \$22,470,000 CDS Grant, a \$5,617,500 CDS Match Grant and a \$5,655,000 IJDC Loan (3%, 20 yrs.) for an estimated project cost of \$33,742,500; and receive a \$5,655,500 IJDC Loan (3%, 20 yrs.) Loan Binding Commitment.

Meredith Vance moved that the recommendation be approved, Jonathan Fowler seconded the motion.  
The motion passed.

## **BID OVERRUN**

None

## **USE OF BID UNDERRUN**

**Lake Floyd PSD- Sys Improvements (bid underrun) 2021S-2036**  
Jason Billups described the request, and it is technically feasible.

The Technical Review and Funding Committee recommends the \$150,000 bid underrun request from Lake Floyd PSD be approved.

Kathy Emery moved that the recommendation be approved, Jonathan Fowler seconded the motion.  
The motion passed.

**Lumberport, Town of-System Improvements I (bid underrun) 2022W-2150**  
Meredith Vance described the request, and it is technically feasible.

The Technical Review and Funding Committee recommends the Town of Lumberport request for \$79,213.95 bid underrun be approved.

Meredith Vance moved that the recommendation be approved, Jonathan Fowler seconded the motion.  
The motion passed.

## Business Items:

Grant Agreements Extension Resolution-extend expiration dates of certain FEMA related grant agreements. Samme Gee described the request.

Erica Boggess moved that the recommendation be approved, Kathy Emery seconded the motion. The motion passed.

## Unfinished Business Items

Boone Co PSD-Alexis Lane CN Ext, 5 customers (new application)	2023W-2309
Marshall Co PSD 3-Dowler Rd. CN Ext. 28 customers (scope & cost change)	2022W-2095
Mountain View Water Assoc – Belgium CN Ext., 18 cust. (tabled appl & cont. bind.com.)	2022W-2184
Newburg, Town of – Independence CN Ext., 44 cust. (tabled appl & cont. bind.com.)	2022W-2208
Putnam Co. Comm-Deerfield Estates CN Ext., 15 cust (tabled appl. & cont. bind. com)	2022W-2198
Union Williams PSD-Middle Ridge CN Ext., 8 cust. (tabled appl. & cont. bind. com.)	2022W-2210

## Executive Director Comments

Consolidation Com. Meeting (West Union & Hughes River WB)	2022W-2119
Update Consolidation Com. (Logan, City & Council PSD)	2022W-2155
New guidelines PSC Certificate of Convenience and Necessity	
Funding program updates	

## Projects Requiring Additional Information

Logan, City of-WTP Improvements (application referred Consolidation Committee)	2022W-2155
Oak Hill, City of-Minden Collect. Sys Imprvs (cost and funding chg. and binding com)	2020S-1859
West Union, Town of-WTP & Sys Improvements (appl referred Consolidation Com)	2022W-2119

## Requests Received (Applications by February 10, 2023, and requests to date) Information Report

### Sewer

Berkeley County PSSD-Woods WWTP Imprvs. (new updated application)	2022S-2190
Harrisville, Town of-WWTP Improvements (new application)	2023S-2318
Hendricks, Town of-Storm Sewer Improvements (new application)	2023S-2310
Kanawha Falls - Sewer Repairs-FEMA (new application)	2023S-2320
Rowlesberg, City of sewer separation (new application)	2022S-2227
South Charleston, City of- Liberty St LS Improvements (new application)	2023S-2330

### Water

Grantsville, Town of-District Sys Improvements I (new application)	2022W-2301
Harpers Ferry, Town of-District System Imprvs. I (scope, cost, and funding chg.)	2022W-2206
Kanawha Falls PSD-Line Replacement (new application)	2023W-2321
Northern Jackson PSD - Sarvis Fork Water Extension (new application)	2023W-2314

## PUBLIC COMMENT

Luke Peters — stated that Union Williams PSD has 8 new customers and 13 user agreements.

## **ADJOURNMENT**

With no further business before the Committee, the Chair entertained a motion to adjourn. Jonathan Fowler moved to adjourn; Kathy Emery seconded the motion. The motion passed. The meeting was adjourned at **10:50 a.m.**

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Wayne D. Morgan  
Secretary & Executive Director